

EB EXTENDED BENEFITS WORK SEARCH LOG

EB Work Search is now online. Save postage and paper – submit your EB Work Search online. Go to www.mass.gov/dua/eb. You can also download a copy of the EB work search form, make additional copies of this form or pick up copies at your local One-Stop Career Center.

NAME _____

SSN:

In order to be eligible for the EB, you are required to make a systematic and sustained effort to find suitable work for each week for which you are claiming benefits. You must:

- Look for work on at least three different days that week.
- Directly contact at least two employers and use more than one job search method (e.g. posting /sending resumes; contacting placement agencies, One-stop Career Centers, contact union hiring hall).

You must complete your work search for each week that you claim benefits through the EB program and submit it every week. If you're using the paper form, submit your completed form to:

Division of Unemployment Assistance
 DPU - 1st Floor
 19 Staniford St.
 Boston, MA 02114

Week beginning Sunday: _____ through Saturday _____

Date	Name of Employer / Agency / Service	Contact Information: phone, address, e-mail	Person Contacted	How contacted (telephone, in person, resume, specify other)	Type of work	Results

Your prospects for obtaining work in your usual occupation will be classified as “not good” upon your filing for extended benefits.

This means that you may be required to accept work outside of your regular occupation. Failure to do so will make you ineligible for your weekly benefits. In order to have your job prospects reclassified as “good” you must submit a copy of an employer’s written offer of a job that will start within four weeks. You will then not be expected to accept work outside of your training and background. Failure to submit the work search form and demonstrate a systematic and sustained effort to obtain work will result in a denial of future benefits, and DUA’s recovery of any benefits paid that were not due to you.

For assistance with your job search, creating a resume, vocational counseling, job referrals and much more, visit a One-Stop Career Center near you – go to www.mass.gov/careercenters or call 877-US 2 JOBS (877-872-5627).